



HEADQUARTERS NORTH CAROLINA WING  
CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY  
3520 Alamance Road  
Burlington NC 27215



17 May 2020

MEMORANDUM FOR NCWG CADET ADVISORY COUNCIL REPRESENTATIVES

FROM: C/1st Lt Sarah Haynes, NCWG CAC Recorder

SUBJECT: CAC Meeting Minutes for 17 May 2020

1. Opening Business

a. Roll Call

- i. C/Capt Collie (NC-019 Primary)
- ii. C/CMSgt Goncalves (NC-124 Assistant)
- iii. C/MSgt Emaus (NC-124 Primary)
- iv. C/2d Lt Privette (NC-153 Primary)
- v. C/Maj Sullivan (NC-048 Assistant)
- vi. C/Capt Perkins (NC-048 Primary)
- vii. C/2d Lt Orrs-Wright (NC-143 Primary)
- viii. C/Maj Grimm (NC-143 Assistant)
- ix. C/1st Lt Hernandez (NC-150 Primary)
- x. C/2d Lt Joseph (NC-301 Primary)
- xi. C/CMSgt Randolph (NC-079 Primary)
- xii. C/TSgt Fromme (NC-079 Assistant)
- xiii. C/2d Lt Horton (NC-022 Primary)
- xiv. C/2d Lt Herman (NC-052 Primary)
- xv. C/2d Lt Neal (NC-082 Primary)
- xvi. C/2d Lt Miller (NC-082 Assistant)
- xvii. C/MSgt Carter (NC-307 Assistant)
- xviii. C/2d Lt Andersen (NC-023 Primary)
- xix. C/SSgt Turbyfill (NC-126 Primary)
- xx. C/1st Lt C. Endre (NC-170 Primary)
- xxi. C/1st Lt J. Endre (NC-170 Assistant)
- xxii. C/2d Lt Maner (NC-111 Primary)
- xxiii. C/2d Lt Ksous (NC-111 Assistant)
- xxiv. C/Capt Hoernlein (NC-300 Primary)
- xxv. C/Maj Ross (NC-300 Assistant)
- xxvi. C/SrA Huntsberry (NC-307 Guest)
- xxvii. C/1st Lt Nazzaro (CAC Chair)



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- xxviii. C/1st Lt Stange (CAC Vice Chair)
  - xxix. C/1st Lt Haynes (CAC Recorder)
  - xxx. C/Maj Randolph (NCWG Primary Representative)
  - xxxi. Maj Hallihan (CAC Senior Advisor)
  - xxxii. Colonel Angelovich (NCWG Commander)
- b. Region Briefing- C/Maj Randolph
- i. There are five current committees at region level. They are focused on public relations, council administration, marksmanship, and an unmanned aerial program.
  - ii. Region is in the process of reviewing and finalizing the proposals. They are transferring to the Microsoft Teams platform. Guests are welcome to attend the next Region meeting. Interested cadets should contact C/Maj Randolph to obtain the invite information.
- c. Squadron Reports - Each cadet reported their favorite event hosted by their unit
- i. **C/Capt Collie (NC-019)**- The 2018 Type B fall encampment was not only fun, but also hosted in the scenic mountains of Hendersonville.
  - ii. **C/MSgt Emaus (NC-124)**- Launching rockets and teaching drill at a local orphanage.
  - iii. **C/CMSgt Goncalves (NC-124)**- Recruiting prospective new cadets during rocketry launches.
  - iv. **C/2d Lt Privette (NC-135)**- Looking forward to visiting a trampoline park once quarantine ends.
  - v. **C/Maj Sullivan (NC-048)**- UDF training day by Lt Col Bohler.
  - vi. **C/Capt Perkins (NC-048)**- All participants were UDF qualified by the close of the event.
  - vii. **C/2d Lt Orrs-Wright (NC-143)**- In October, his unit volunteered at an airshow, along with Goldsboro Composite Squadron and Apex Cadet Squadron. His birthday was also celebrated that weekend, which made the event even more memorable.
  - viii. **C/Maj Grimm (NC-143)**- Visiting the Udvar-Hazy Air and Space Museum.
  - ix. **C/1st Lt Hernandez (NC-150)**- Launching rockets with the squadron, where the cadets can eat snacks and have fun together.
  - x. **C/2d Lt Joseph (NC-301)**- Holds an annual cookout in July that allows cadets and their parents to get to know each other.
  - xi. **C/CMSgt Randolph (NC-079)**- Held a ground training weekend with a missing person search and UDF training. After lights out, the staff had a fire with marshmallows, socialized, and talked about the strengths of their cadets.



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- xii. **C/TSgt Fromme (NC-079)**- Also considers that ground training weekend as his favorite activity.
- xiii. **C/2d Lt Horton (NC-022)**- Held a ground team day on a senior's land where they camped overnight, roasted hot dogs, and searched for an ELT.
- xiv. **C/2d Lt Herman (NC-052)**- Enjoys planning search and rescue exercises, sending clues to the cadets, and teaching classes.
- xv. **C/2d Lt Neal (NC-082)**- Worked as security line at an airshow, ensuring children did not run past them. It was a great bonding experience for everyone involved.
- xvi. **C/2d Lt Miller (NC-082)**- Played a two-team strategy game similar to risk, but on a larger scale. It was not only a fun activity, but excellent for excellent team building as well.
- xvii. **C/MSgt Carter (NC-307)**- Every fifth Thursday, Guilford Composite Squadron designates cadets to plan an event. During quarantine they have shifted to playing Kahoot on Microsoft Teams, but typically the unit will go bowling and throw pizza parties.
- xviii. **C/2d Lt Andersen (NC-023)**- Participated in a camping trip filled with team building activities. It was very fun for every cadet involved and will serve as a model for future camping trips.
- xix. **C/SSgt Turbyfill (NC-126)**- Held a rocket launch before quarantine began. Approximately twenty cadets built all three rocket stages and earned their model rocketry badge.
- xx. **C/1st Lt C. Endre (NC-170)**- Participated in a search and rescue where a communications system and equipment were tested to prepare for actual deployment whenever the need arises.
- xxi. **C/1st Lt J. Endre (NC-170)**- For their local festival, firemen brought out fire trucks and equipment for children to see. There were flight marshals for aircraft and a recruiting booth for new members.
- xxii. **C/2d Lt Maner (NC-111)**- At the Moody AFB in Georgia, he rode in an HC-130J that was participating in a search and rescue training over the Gulf of Mexico. He was tethered in and flew with the back open.
- xxiii. **C/2d Lt Ksous (NC-111)**- Every year the 111th Search and Rescue Squadron takes a trip to Clearwater, Florida. The event ends with flights in a KC-135.
- xxiv. **C/Capt Hoernlein (NC-300)**- Hosting their first squadron banquet. It was unique to Union County Composite Squadron and a nice way to celebrate the year.
- xxv. **C/Maj Ross (NC-300 Assistant)**- Playing laser tag with thirty participants. Everyone enjoyed themselves and the teamwork.



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2. Old Business - Committee Reports

- a. **Support Staff Training Committee-** Just shy of a submission for revision. The committee is intending to have it finished by the close of week. Since their previous meeting, they worked on a plan for logistics, a PowerPoint and a curriculum.
- b. **Leadership Development Committee-** Had not made any progress at this time, so did not see much potential move. The committee chair moved to table and was seconded by C/MSgt Emaus. A thank you was extended to everyone who participated in the committee. This was an excellent idea with a lot of time and hard work put into it.
- c. **Professional Development Committee-** An advocacy paper for a code of conduct and a draft of an OI is underway. The committee is done with writing their proposal and shall be voted on later during the meeting.
- d. **Wing Website Committee-** Despite low motivation, the committee is on its way to have proposal completed. A finished draft of improvements wanted for the website should be done by the end of term
- e. **Medical Advancement Committee-** Nothing specific to report. The chair has been unable to be as engaged as initially hoped, as is very busy during a move. However, an email was recently sent out and the committee members will be working more in the upcoming week.
- f. **CAP ID Redesign Committee-** Has been holding weekly meetings that everyone is welcome to attend. The final draft of the proposal was completed.
- g. **Safety and Preparedness Committee-** Their initial plan was to attend RTW events, take footage, and interview people, but cannot due to COVID cancelations. However, the committee has finished an outline for the video script and is working on ideas to modify their original plan and producing a finished product.

3. New Business

- a. **Respectful Dissent-** C/Maj Randolph
  - i. Respectful dissent is an expression of opinion contrary to an official view. It calls attention to a duty higher than is currently being used.
  - ii. It can be easy to get into argument or be defensive and forget the main goal. Both parties should be focused on solving the issue, not winning the argument and being "right." Remain objective and keep your priorities straight. Seek out mediator, find middle ground, and compromise. It is always possible to be firm in your beliefs. If you already have a strong foundation, make sure to solidify it. Lastly, if you have a point, never be afraid to speak up.
  - iii. Always be respectful to the other party. There are excellent resources about communication written in chapter 9, pages 16-19 in the cadet leadership book.
- b. **Kahoot Game**
  - i. The CAC played a Kahoot game that matched CAP regulations and pamphlets to their correct names.



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- ii. The three highest scores were C/Capt Perkins, C/2d Lt Orrs-Wright, and C/Maj Grimm.
- c. Proposal Presentations
  - i. CAP ID Redesign Committee
    - 1. The purpose of the committee was to improve the CAPID membership card by incorporating a nearly four-inch ruler, making the card a more utilitarian tool in a CAP member's toolkit. This would assist in emergency services missions, measuring maps or objects, and conducting inspections.
    - 2. Cadets raised questions concerning a mark at the length ranks should be placed and a fee for printing a ruler. It was determined there was no need to modify the design at this point. The only fee would be a one-time payment National would need to make to change the printing design.
    - 3. Colonel Angelovich advised to "justify the hole, not the drill." The membership card is not what is justified, but the ruler itself. To sell the idea, a target audience is needed. So far that seems to be cadets, and specifically newer cadets. Seniors should be targeted as well to get a perspective from them.
    - 4. C/2d Lt Maner motioned to vote and was seconded by C/Capt Collie. The proposal passed and will be sent to Wing for consideration of the Wing Commander.
  - ii. Professional Development Committee
    - 1. The purpose of the proposal is to effectively address recurring cadet behavior issues across the wing. Issues such as bullying and language could be reduced through requiring cadets to read and sign a code of conduct before staffing or attending wing or group events. The code of conduct would educate them about behavior standards and repercussions if the standards are not upheld. This should also encourage others to speak up if they witness anything they are uncomfortable with.
    - 2. Cadets were concerned over how a signature would change behavior or if a volunteer organization can force a signature. It was agreed that a signature cannot ensure a change in behavior, but it can bring attention to the issue and give other cadets understanding that they can voice their concerns. The signature would be required to attend the event.
    - 3. Colonel Angelovich thought the code of conduct would make an important statement of what expectations are set at each event. It would give the perspective that CAP wants to have a safe environment for cadets and ease any fears parents may have. However, no one under the age of eighteen can sign an official document. This is a good idea as a behavior refresher, but it cannot legally be done.
    - 4. Major Hallihan noted that there is progressive discipline for a consistent response. Going forward, an outline should be made for what happens in the case of broken



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standards. This would ensure senior members can respond fairly and consistently to behavior issues. The next step would be to attach this form to an operating instruction for cadet programs.

5. C/MSgt Emaus motioned to vote and was seconded by C/2d Lt Miller. It passed by one vote and will be sent to Wing Commander for consideration.
- d. Open Floor
  - i. Col Angelovich addressed three notes. First, his vision statement for the Wing fit with guidelines in the potential code of conduct. Second, resiliency has been phenomenal throughout the Wing as we battle COVID, whether it is through rocketry, training, or membership activity. Third, core values should be infused in everything we do. NCWG wants leaders of good character, even outside of CAP. Important leaders have character, and the CAC is a great place to continue doing this.
  - ii. He also emphasized remobilizing the Wing. It is the top priority for National, Regional, and NCWG. However, this will not be a quick and easy process of simply doing what we were used to before COVID. We must ensure the environment is safe and will not create a health concern. Every Wing must have their own pace of reopening. Rollout has agreed to start in a consistent fashion so cadets can attend activities in another Wing. NCWG's remobilization is underway and proactive, although everything must remain virtual for the time being.
4. Closing
  - a. Next CAC Assemblage  
14 June 2020 via Microsoft Teams 2000-2100
  - b. Upcoming Events (All future events are subject to change due to COVID-19)  
25 July - Cadet STEM Workshop with AIM in Charlotte, NC  
Registration: <https://forms.office.com/Pages/ResponsePage.aspx?id=WVLqN3zUxUuFnjQPxdYXrlASAziMB2xMpoaJuPHawmFUQ1UzTIFFSIM2QVY5VIYwSzI2SIU0Q1Q3WS4u>
  - c. News and Announcements – Maj Hallihan
    - i. Challenge coins have been ordered for the upcoming STEM event. We will still need to wait and see what will happen, but she is excited for cadets to attend. First squadron meetings will occur, then day events.
    - ii. A situational waiver for milestone promotions has been created. If a cadet was a C/MSgt through C/CMSgt by May 1, 2020 they are eligible for an encampment waiver. They can promote to C/2d Lt without graduating encampment, although they are required to go to encampment before their Earhart Award. If a cadet is nineteen or older and was a C/Capt or C/Maj by May 1, 2020, they are eligible for an RCLS waiver. They can earn their Eaker without graduating RCLS and will not be required to attend for their Spaatz.





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- d. Adjournment
  - i. C/2d Lt Orrs-Wright motioned to adjourn the meeting and was seconded by C/2d Lt Miller.
  - ii. The meeting was adjourned at 2112.

//SIGNED//

SARAH E. HAYNES, C/1st Lt, CAP  
North Carolina Wing CAC Recorder

cc: NCWG/CC  
NCWG/CP  
NCWG/CPA  
NCWGCAP.org/CP